



**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

Special Item No. 132-51 Information Technology Professional Services

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software, and/or professional services and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 Information Technology Schedule is not to be used as a means to procure services, which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected not incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

COMPUTER INFORMATION SPECIALIST, INC. (CISglobal)

240-206-6045
www.cisglobal.com

GS-35F-0454J

General Services Administration
Federal Supply Service

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA *Advantage!* System. Agencies can browse GSA *Advantage!* by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

TABLE OF CONTENTS

	<u>Page No.</u>
Information for Ordering Activities	5
Terms and Conditions for SIN 132-51 Information Technology Professional Services	15
CIS Information Technology Schedule Price List	21

INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. **GEOGRAPHIC SCOPE OF CONTRACT:** The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, the Commonwealth of Puerto Rico, and U.S. Territories. Domestic delivery also includes a port or consolidation point within the aforementioned areas, for orders received from overseas activities,

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
☐ The Geographic Scope of Contract will be overseas delivery only.
☐ The Geographic Scope of Contract will be domestic delivery only.

2. **CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

- **Orders should be addressed to:**

Computer Information Specialist, Inc. (CIS)
11140 Rockville Pike, #242
240-206-6045
Attn: Accounting

CIS is required to accept the Government purchase card for payments. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: **240-206-6045 Ext 802**
cisaccounting@cisglobal.com

When Authorized dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the contractor, in care of the authorized dealer.

3. **LIABILITY FOR INJURY OR DAMAGE:** CIS will not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by CIS, unless such injury or damage is due to the fault or negligence of CIS.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS)
Number: 16 115 0032
Block 30: Type of Contractor - A. Small Disadvantaged Business
Block 31: Woman-Owned Small Business - YES
Block 36: Contractor's Taxpayer Identification Number (TIN) 54-1443511

- 4a. CAGE Code: 1BDV6
4.b CIS is registered with the CCR database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE:

- a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER
132-51

DELIVERY TIME (Days ARO)
As negotiated between the agency and CIS.
*or as negotiated between the ordering
activity and the contractor.

- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact CIS for the purpose of obtaining accelerated delivery. CIS shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by CIS in writing.) If CIS offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS: Basic Discounts have been deducted. Prices contained in this price list represent substantial discounts from our commercial list prices. Prices shown are NET prices.

- a. Prompt Payment - 0.1% - 20 days
b. Quantity - NONE
c. Dollar Volume - NONE

- d. Government Educational Institutions - Government Educational Institutions are offered the same discounts as all other Government customers.
 - e. Other - NONE
- 8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:** All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
- 9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**
Not Applicable.
- 10. SMALL REQUIREMENTS:** The minimum dollar value per order for all IT Professional services will be \$100.

11. **MAXIMUM ORDER:** (All dollar amounts are exclusive of any discount for prompt payment.)
- a. The maximum dollar value for the following Special Item Numbers (SINs) is \$500,000. Special Item Number 132-51 – Information Technology (IT) Professional Services.

12. **USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.** In accordance with FAR 8.404:

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules:

- a. FAR 8.405-1 Ordering procedures for supplies and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** Ordering activities acquiring products from this schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by CIS.

13.1 **FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 **FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):**
Telecommunication products under this Schedule that do not conform to Federal

Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling: The U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

14. CONTRACTOR TASKS/SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

- a. SECURITY REQUIREMENTS:** The contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- b. Travel:** The contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pyb.L.99-234 and FAR Part 31 and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does not apply to travel and per diem charges. Note: Refer to FAR Part 31.205-46 Travel Costs for allowable costs that pertain to official company business travel in regards to this contract.
- c. Certifications, Licenses and Accreditations:** As a commercial practice, the contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classification offered. All costs associate with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- d. Insurance:** As a commercial practice, the contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- e. Personnel:** The contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacement to key personnel.

- f. Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- g. Documentation/Standards: The contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- h. Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- i. Government – Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- j. Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES: Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA *Advantage!* is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA *Advantage!* will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

- 17. PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS:** **Note:** Open Market Items are also known as incidental items, noncontract items, non-schedule items, and items not on a Federal Supply Schedule Contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402 (f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) – referred to as open market items – to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual order, or delivery order, only if:

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15) and small business programs (Part 19);
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by CIS.

- b. The above is not intended to include items not currently covered by the GSA Schedule contract.

- 19. OVERSEAS ACTIVITIES:** The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

NONE

Upon request of CIS, the Government may provide CIS with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to CIS's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs):

The use of BPS's under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA (s).

21. CONTRACTOR TEAM ARRANGEMENTS:

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies. The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal Labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, de-installation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) by calling the Point of Contact on page 6 of this pricelist. The EIT standard can be found at: www.Section508.gov/

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order:

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:
This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE – WORK ON A GOVERNMENT INSTALLATION (JAN 1997) FAR 52.228-5)

- (a) The contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the contractor shall notify the contracting officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective –
 - (1) For such period as the laws of the Stat in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the contractor gives written notice to the contracting officer, whichever period is longer.
- (c) The contractor shall insert the substance of this clause, including this paragraph c , in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the schedule or elsewhere in the contract. The contractor shall maintain a copy of all subcontractor's proofs of required insurance, and shall make copies available to the contracting officer upon request.

26. SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov/>.

27. ADVNCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION
TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 apply exclusively to IT/EC Services within the scope of this Information Technology Schedule.
- b. CIS shall provide services at CIS's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreement, under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreement.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks, which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the next fiscal year. The purchase order shall specify the availability of funds and the period for which funds are available.

- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP WORK ORDER (FAR 52-242-15) (AUG 1989)

- (a) The contracting officer may, at any time, by written order to the contractor, require the contractor to stop all, or any part of the work called for by this contract for a period of 90 days after the order is delivered to the contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the contractor, or within any extension of that period to which the parties shall have agreed, the contracting officer shall either –
 - (1.) Cancel the stop-work order; or
 - (2.) Terminate the work covered by the order as provided in the default or the termination for convenience of the Government clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the contractor shall resume work. The contracting officer shall make an equitable adjustment in the delivery schedule or

contract price, or both and the contract shall be modified, in writing accordingly if

—

1. The stop-work order results in an increase in the time required for or in the contractors cost properly allocacable to the performance of any part of this contract; and
 2. The contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that if the contracting officer decides the facts justify the action, the contracting officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop work order is not canceled and the work covered by the order is terminated for the convenience of the Government the contracting officer shall allow reasonable costs resulting from the stop work order in arriving at the termination settlement.
- (d) If a stop work order is not canceled and the work covered by the order is terminated for default, the contracting officer shall allow by equitable adjustment or otherwise, reasonable costs resulting from the stop work order.

6. INSPECTION OF SERVICES

The Inspection of Services—Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, the FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

9. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the Government.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- b.** To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to labor-hour orders placed under this contract.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT/EC SERVICES AND PRICING

- (a) CIS offers Information Technology Services that cover life cycle professional support of customer requirements under Special Item Number 132-51-IT Professional Services. A full description of each class of service follows this listing.
- (b) Pricing for all IT/EC Services shall be in accordance with contractor's customary commercial practices; e.g. hourly rates, monthly rates, term rates, and/or fixed prices. Please refer to Appendix A for a description of the services provided under this SIN.

APPENDIX A

SIN 132-51 Information Technology Professional Services

GSA IT Schedule Labor Categories and Hourly Rates

CIS Authorized Information Technology Schedule Price List

CLIN NO.	CATEGORY	GSA RATE
		(PER HOUR)
001	Database Programmer	\$106.86
002	Telecommunications Engineer III	\$81.72
003	Telecommunications Engineer II	\$69.13
004	Network Administrator	\$64.11
005	Cable Technician III	\$54.06
006	Cable Technician II	\$44.00
007	LAN Administrator	\$70.41
008	Jr. LAN Administrator	\$66.63
009	Circuit Verification Technician	\$74.18
010	Sr. Communications Engineer	\$85.49
011	Help Desk Analyst II	\$52.80
012	Help Desk Analyst I	\$49.04
013	Help Desk Supervisor	\$57.84
014	Programmer Analyst II	\$85.49
015	Web Master	\$65.38
016	Computer Assistant	\$40.24
017	Project Manager	\$81.72
018	System Analyst	\$95.54
019	Sr. Network Engineer	\$81.72
020	Sr. Programmer	\$174.75
021	Data Entry Clerk	\$36.46
022	Database Consultant	\$106.86
023	Information Technology Consultant	\$106.86
024	Network Engineer	\$75.44
025	Subject Matter Expert I	\$82.44
026	Subject Matter Expert II	\$102.61
027	Subject Matter Expert III	\$133.52
028	Administrative Assistant	\$51.65
029	Project Coordinator	\$69.23
030	Program Manager	\$105.44
031	Systems Project Manager	\$96.17
032	Database Applications Analyst	\$92.92
033	Web System Architect	\$78.70
034	Sr. Program Manager	\$174.68
035	Sr. Project Manager	\$153.10
036	Sr. Applications Systems Programmer	\$167.58
037	Systems Programmer	\$101.18
038	Network Systems Administrator	\$93.61
039	Trainer-Intermediate	\$49.83

001 DATABASE PROGRAMMER

Minimum/General Experience: Ten years' experience with programming for DOS, Windows 3.11, UNIX, NT, ANSI, ANSI SQL and client server applications.

Functional Responsibilities: Migration of Current Informix V2 database to Informix V7. Develop front end and rear end applications. Safely migrate all odd data to new platforms. Assist in the testing of newly installed or reconfigured parts of the systems. Provide training to user on database application and modifications.

Qualifications: B.A. or B.S. in Computer Science, Information Systems, Engineering or other related technical discipline. Expert knowledge is also required in Informix-SQL and Informix New Era, 2.5 for Visual Foxpro Windows specialized database applications, Microsoft Visual Basic, Windows NT, SQL, and PowerBuilder. Experience in developing applications in Informix New Era products. Must know Internet/intranet connections and proprietary connections.

002 TELECOMMUNICATIONS ENGINEER III

Minimum/General Experience: Must have at least four years' experience in computer or communications related fields of which at least two years working with DDMs, Rotaries, Hunt Groups, DDS Circuits, DID trunks, and TIs, T3s, and ISDN. Must have knowledge of the services available from the Central Office Switch, e.g., Carrier service of DS0 through DS3. Specifically, should have working knowledge of the wiring requirements for data communications in DCE-T1 and subnet DSUs or CSUs, Statistical MUXs, Inverse MUXs, Inverse MUX modems, terminal adapters.

Functional Responsibilities: Provide centralized computing for systems consisting of IBM mainframes, Conves Super Computer, ALW Workstations, and a large WAN supporting 200-300 LANs.

Qualifications: Must have B.S. or B.A. in Computer Science, EE, Communications, or related field.

003 TELECOMMUNICATIONS ENGINEER II

Minimum/General Experience: Ten years of related experience in telecommunications hardware and software.

Functional Responsibilities: Verify configuration of telecommunications hardware/software. Write/provide/update operational recovery procedures for production telecommunications facilities. Analyze existing production of telecommunications services to increase reliability/reduce costs. Test hardware/software upgrades and recommend change/acceptance/rejection. Test and evaluate selected telecommunication software/hardware. Set up test beds for full service testing of proposed telecommunications services. Research/recommend central monitoring and alert system for all production telecommunications services.

Qualifications: Two-year certificate from college or technical school in electronics or telecommunications. Must have Database Administration Training.

004 NETWORK ADMINISTRATOR

Minimum/General Experience: Two years' experience configuring and administering Windows NT Servers. Previous experience supporting network problem resolutions at 2nd Level Call Center.

Functional Responsibilities: Establish and maintain network users, user environments, directors, and security. Respond to network users' needs concerning their access to resources on the network and the operation of software programs. Load/update software applications. Manage memory usage of the network, network printing, and network technical resources. Manage LAN Design, networks w/100>wrks. Configure and maintain electronic mail system infrastructure supporting the use of MS Mail and/or MS Exchange and POPmail electronic mail systems. Troubleshoot network problems using test equipment and network management tools.

Qualifications B.S. in Computer Science or Electrical Engineering; MSCE certification preferred.

007 LAN ADMINISTRATOR

Minimum/General Experience: Five to seven years' experience in Windows NT Server, Lotus Notes, database, and e-mails. Must have HTML programming and Web Page development experience.

Functional Responsibilities: In charge of daily operation/maintenance of networks. Maintain printer resources, electronic mail/messaging services, serve applications, communications services, and user log in/out. Install new network applications. Maintain network batch files and scripts. Add/edit/delete network groups and other special options. Troubleshoot/correct workstation configurations and system problems. Maintain network menus. Manage system back-ups and restore data as needed to maintain operations. Serve as first-line resource to help desk technicians. Develop/provide training on specific systems as needed.

Qualifications: A.A. degree, B.A. degree in Computer Science or Engineering desirable.

008 JR. LAN ADMINISTRATOR

Minimum/General Experience: Three to five years' experience in Windows NT Server, Lotus Notes, database, and e-mails. HTML programming and Web Page development experience desired.

Functional Responsibilities: Assist with the daily operation/maintenance of networks. Maintain printer resources, electronic mail/messaging services, serve applications, communication services, and user log in/out. Install new network applications. Maintain network batch files and scripts. Add/edit/delete network groups and other special options. Troubleshoot/correct work station configurations and system problems. Maintain network menus. Manage system back-ups and restore data as needed to maintain operations.

Qualifications: A.A. degree, B.A. degree in Computer Science or Engineering desirable.

009 CIRCUIT VERIFICATION TECHNICIAN

Minimum/General Experience: Three to five years' of related experience in electronics and/or maintenance and operations of communications systems.

Functional Responsibilities: Collect data for telephone line inventories that include the review of circuit, pipe and wire closet facilities. Install analog and digital telecommunications cabling with 1 A2 key, Merlin and ISDN station equipment. Test line equipment in analog and digital environments.

Qualifications: Certificate from technical school in electronics or telecommunications.

010 SENIOR COMMUNICATIONS ENGINEER

Minimum/General Experience: Three years technical proficiency in designing/implementing/maintaining multiprotocol internetworks. Experience in using industry leading protocol analyzers to identify and eliminate faults and optimize network performance. Experience in monitoring and managing multiprotocol networks using SNMP based network management systems such as HP Openview and SunNet Manager. Three years' experience in management of relevant operating (Microsoft Systems Windows NT and Novell Netware) for networks consisting of greater than 200 computers. Experience in designing and troubleshooting Structured Cabling Systems. General knowledge relating to standards, codes and emerging trends of LAN cabling media, components, systems and subsystems.

Functional Responsibilities: Provide expert and creative solutions to network and internetwork related problems of a complex nature to ensure client satisfaction and productivity. Coordinate user and support issues to ensure timely distribution of knowledge and positive impact on client satisfaction and productivity. Develop and direct projects to improve network performance, capacity, reliability and security. Lead/assist network staff in support of a major/complex product. Develop/define/communicate user/technical service politics for products and procedures.

Qualifications: Four-year technical degree, preferably B.S. Electrical/Electronics Engineering or B.S. Computer Engineering.

011 HELP DESK ANALYST II

Minimum/General Experience: Two-three years of prior, related experience. Must have ability to provide positive customer service and advanced communication/problem solving/technical writing skills. Technical proficiency in relevant operating systems/applications and/or languages is required. Programming and debugging skills may be required.

Functional Responsibilities: Provide expert and creative solutions to user problems to ensure client satisfaction and productivity. Research/resolve/respond to complex questions received via telephone calls and callbacks and provide support on electronic services. Coordinate help desk-wide special projects; lead and assist other help desk staff in support of major or complex project. Develop/define/communicate user/technical service policies for products supported by the help desk.

Qualifications: Four-year technical degree or equivalent in work experience.

012 HELP DESK ANALYST I

Minimum/General Experience: One-two years' prior, related work experience. Must have aptitude for providing positive customer service and good communications/problem solving/technical writing skills. A basic knowledge of relevant operating systems/applications and/or languages is preferred.

Functional Responsibilities: Provide accurate and creative solutions to user problems of moderate nature to ensure user productivity. Enhance and develop quality support methods and communication skills through coaching feedback and other developmental approaches. Proficient with business and technical work experience.

Qualifications: Four-year technical degree or equivalent work experience.

013 HELP DESK SUPERVISOR

Minimum/General Experience: Two-four years of professional experience. Three years of prior experience in a customer support environment. Demonstrated leadership. Good understanding of general business management highly desired.

Functional Responsibilities: Supervise Help Desk staff including assisting/guiding/training subordinate personnel in assigned functions. Assist in preparation of user requirements for changes in the existing systems or development of new systems. Resolve daily issues of a complex scope that impact the team and ensure service level agreements are met. Develop and/or update support capability. Develop/define/ communicate user/technical service policies for products supported by the Help Desk

Qualifications: B.S. degree in a technical discipline or equivalent in related industry. Knowledge of applications, personal operating systems and/or languages preferred.

014 PROGRAMMER ANALYST II

Minimum/General Experience: Ten years' related experience in mainframe and microcomputer development; 2-3 years accounting experience. Must have demonstrated knowledge of several applications, programs, languages and operating systems: C, C++, Visual Basic, NT, UNIX, Linkers, Object Handlers; must possess C.A.S. E. knowledge, case methodologies.

Functional Responsibilities: Oversee Cost Effective Measurement System (CEAM) user base. Write documentation to describe program development, logic, coding and corrections. Evaluates user request for new or modified computer program to determine feasibility, cost and time required, compatibility with current systems, and computer capabilities. Prepare flowcharts and diagrams to illustrate sequence of steps programs must follow and describe logical operations involved. Convert project specifications into by computer. Analyze, review and alter program to increase operating efficiency or adapt to new requirements. Convert data from project specifications and statements of problems and procedures to create or modify computer programs.

Qualifications: Bachelor's degree in information systems.

015 WEBMASTER

Minimum/General Experience: Two years experience in html authoring to include expert knowledge of html tags, frames, browser type and resolution variation. Provide efficient data management processes from scanning, OCR, editing and archiving. Also, experience with ADOBE Photoshop, Paint Shop Pro, setting up ODBC and database interactivity and Active Server Pages for client server applications. Proficiency in setting up virtual directories, user permissions, site analysis, database administration, and other network based Internet resources and technologies to include experience with Secure Sockets, Layers OnLine Purchasing, Network/User permissions, SQL, Crystal Reports and Internet Information Server.

Functional Responsibilities: Develop and maintain a professional web environment by incorporating expert knowledge of html along with data integrity and database interactivity. Site design, graphic design, management troubleshooting of ongoing Web development projects. Must have ability to adapt to growing technologies in the Web environment.

Qualifications: B.S. in Computer Science; Graphic Arts; other related experience or certification in Microsoft technologies i.e. MCP, MCD, MSCE, etc.

016 COMPUTER ASSISTANT

Minimum/General Experience: One-three years' experience using equipment and software to perform word processing and text or graphics handling, filing, updating and indexing documents.

Functional Responsibilities: Perform documentation task for data processing projects, producing system flowcharts and manuals; operations manual; module, program and linkage listing; user procedures, and other standards/methodologies. Assist in assuring accuracy of personal computer to produce documentation.

Qualifications: High school diploma. Successful completion of MSWord 6.0 and one or more professional education/training courses in computer science.

017 PROJECT MANAGER

Minimum/General Experience: Eight-10 years of ADP experience with proven expertise in information systems management. At least five years of experience in UNIX administration, Windows NT and Oracle, and 2-3 years of management or supervisory experience.

Functional Responsibilities: Perform day-to-day management to include directing/coordinating project personnel to ensure project progresses on schedule and within budget. Technically responsible for all components of computer systems such as hardware, operating systems, database, communications and computer operations. Supervises a staff ranging from 5-10 people.

Qualifications: B.S. in Computer Science; Graphic Arts; other related experience or certification in Microsoft technologies i.e. MCP, MCD, MSCE, etc.

018 SYSTEMS ANALYST

Minimum/General Experience: Five to seven years' experience as programmer and/or programmer/analyst. Three-five years' experience systems analyst.

Functional Responsibilities: Analyze user requirements, procedures and system problems. Write detailed description of user needs, program functions and steps required to develop or modify computer programs.

Qualifications: B.A. or B.S. in Management Information Systems or Computer Information Systems or equivalent experience to perform the requirements of the job. Must have expert knowledge of DOS, Windows for Workgroups 3.11, Microsoft Windows NT Server Version 3.51, Microsoft Windows NT Workstation, Windows 95, UNIX and networking technology management. Must understand how to support Novell server applications.

019 SENIOR NETWORK ENGINEER

Minimum/General Experience: Two years' systems engineering experience with comprehensive knowledge of hardware configuration, troubleshooting and repair as well as in-depth knowledge of memory management. Knowledge and experience installing and configuring Windows 95, OS/2 and NT Workstations and network operations systems Novell IntraWare, NT Server, UNIX OS/2 LAN Servers.

Functional Responsibilities: Installs, configures, troubleshoots and repairs, Local Area Networks. Performs project follow through to ensure network set ups are complete and meet established acceptance tests. Also performs network design, wide area connectivity, workstation configuration, UNIX and legacy system connectivity, needs assessment, business process reengineering, Internet/intranet connectivity, remote access, and migration activities.

Qualifications: B.S. in Computer Science, Systems Engineering or other related field, or equivalent combination of training and experience.

020 SENIOR PROGRAMMER

Minimum/General Experience: Ten years' experience with programming DOS, Windows 3.11, UNIX, NT, ANSI, ANSI SQL and client server applications. Must have experience with leading teams.

Functional Responsibilities: Migration of all current database systems to Oracle V7.33. Develop front end and back end applications. Safely migrate all old data to new platforms. Assist in the testing of newly installed or reconfigured parts of the systems. Provide training to user on database application and modifications. Supervises, coordinates and provides technical direction to programmer to ensure programs deadlines are met.

Qualifications: B.A. or B.S. in Computer Systems, Information Systems Engineering or other related technical discipline. Expert knowledge is also required in Oracle-SQL, 2.5 for Visual Foxpro Windows specialized database applications, Microsoft Visual Basic, Windows NT, SQL and PowerBuilder. Experience in developing applications in Oracle based products. Must know Internet/intranet connections and proprietary connections.

021 DATA ENTRY CLERK

Minimum/General Experience: One-year experience in data entry and verification.

Functional Responsibilities: Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verifies data entered, where applicable. Typically required to work under close supervision and direction.

Qualifications: High school diploma. An Associate of Arts (A.A.) degree in Computer Science or related study will be considered equivalent to one half year of general experience. Formal specialized training may be substantial on the basis of one month of training for one month of experience, not to exceed three months.

022 DATABASE CONSULTANT

Minimum/General Experience: Ten years experience of which at least eight years of demonstrated specialized experience with DBMS design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibility in the development and maintenance of database systems.

Functional Responsibilities: Manages the development of database projects. Plans and budgets staff and database resources. Reallocates resources to maximize benefit. Prepares and delivers presentations on database management systems concepts. Provides daily supervision and direction to support staff.

Qualifications: B.S. in Computer Science, Information Systems, Engineering Business or other related scientific or technical discipline. With a M.S. in the fields described above, eight years of general experienced of which at least six years of specialized experience.

023 INFORMATION TECHNOLOGY CONSULTANT

Minimum/General Experience: Ten years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Specialized experience is required in managing the implementation of information and engineering projects and experience in systems analysis, design and programming using CASE and E tools and methods. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills.

Functional Responsibilities: Develop analytical and computational techniques and methodology for problem solutions. Perform enterprise wide strategic systems planning, business information planning, business and analysis. Perform process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Apply reverse engineering and re-engineering disciplines to develop migration strategic and planning documents.

Qualifications: M.S. in Computer Science, Information Systems, Engineering or other related scientific or technical discipline. With a Ph.D. in the fields described above, eight years of general experience of which at least six years must be specialized. With a B.S. in Computer Science, Information Systems, Engineering or other related scientific or technical discipline and 12 years of general experience of which at least nine years must be specialized, a Masters degree is not required.

024 NETWORK ENGINEER

Minimum/General Experience: Two years' relevant general LAN and network experience two years' in the configuration and administration of Windows NT Servers; two years of LAN design experience and implementation with Microsoft Windows NT. One year of experience configuring and maintaining electronic mail system infrastructure

Functional Responsibilities: Configure hardware, troubleshoot and repair network problems using test equipment and network management tools. Install and configure popular desktop and network operating systems.

Qualifications: B.S. in Computer Science or Electrical Engineering; MSCE certification preferred (or Novell CNE (4.1x track) with two years network engineering experience; experience with SNMP management platforms.

025 SUBJECT MATTER EXPERT I

Minimum/General Experience:

Provides technical, managerial and high-level business support & services for specific IT areas.

Functional Responsibilities: Seven years of task related experience in the identified field of study or specialization. Experience may not include PhD and Master's education.

Minimum Education: PhD from an accredited college or university in the specific subject matter discipline as identified in the statement of work.

026 SUBJECT MATTER EXPERT II

Minimum/General Experience:

Provides risk management, software development, methodologies, modeling, simulation support for specific IT areas.

Functional Responsibilities: Ten years of task related experience in the identified field of study or specialization. Experience may not include PhD and Master's education.

Minimum Education: PhD or Master's from an accredited college or university in the specific subject matter discipline as identified in the statement of work.

027 SUBJECT MATTER EXPERT III

Minimum/General Experience:

Performs architectural design, engineering, administration, integration & testing of hardware and software.

Functional Responsibilities: Twelve years of task related experience in the identified field of study or specialization. Experience may not include PhD and Master's education.

Minimum Education: PhD from an accredited college or university in the specific subject matter discipline as identified in the statement of work.

028 ADMINISTRATIVE ASSISTANT

Minimum/General Experience:

Provides general office administrative support, data entry, communications and reports, documentation, to support management, project staff.

Functional Responsibilities: Two years of task related experience in the identified field of study or specialization.

Minimum Education: At a minimum, High-school diploma or GED

029 PROJECT COORDINATOR

Minimum/General Experience:

Provides project coordination & technical expertise to support the design, deployment and management of various project tasks.

Functional Responsibilities: Five years of intensive and progressive experience demonstrating the required proficiency levels related to task.

Minimum Education: Bachelor's degree from an accredited college or university, which provides substantial knowledge of the information sciences.

030 PROGRAM MANAGER

Minimum/General Experience:

Responsible for maintaining contact with the CO/COTR to receive work orders, discuss existing and future work, identify problems, ensure corrective actions are taken, make recommendations, reporting, to fulfill terms of the contract.

Functional Responsibilities: Five to Seven years of intensive and progressive experience demonstrating the required proficiency levels related to task.

Minimum Education: Bachelor's degree from an accredited college or university, which provides substantial knowledge of the information sciences.

031 SYSTEMS PROJECT MANAGER

Minimum/General Experience:

Performs Systems project management and technical support for full life-cycle application development, software/web development, database architecture support.

Functional Responsibilities: Eight years of intensive and progressive experience demonstrating the required proficiency levels related to task.

Minimum Education: Bachelor's degree from an accredited college or university, which provides substantial knowledge of the information sciences.

032 DATABASE APPLICATIONS ANALYST

Minimum/General Experience:

Provides technical back-end, database and application systems support using various IT applications. Develops web portals, and business applications.

Functional Responsibilities: Five years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies.

Minimum Education: Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline or an applicable training certificate from an accredited training institution.

033 WEB SYSTEM ARCHITECT

Minimum/General Experience:

Responsible for the design and development of user interfaces, and web portals, databases.
Provides client-server/help desk support.

Functional Responsibilities: Four years of intensive and progressive experience in a computer related field including development and design of software systems and web development.

Minimum Education: Bachelor's Degree from an accredited college or university in computer science, mathematics, engineering or a mathematics-intensive discipline, fine arts or graphic design, or an applicable training certificate from an accredited institution.

034 SR. PROGRAM MANAGER

Minimum/General Experience:

Provides top-level software design, development & implementation including all analytical, technical, and program management for advanced technology projects.

Functional Responsibilities: Ten years of progressive and intensive experience managing, with at least Five years of increasingly complex and progressive experience in performing systems analysis, development, and implementation for business, mathematical, engineering or scientific settings using a variety of information technology resources. Has experience with current technologies and, emerging technologies.

Minimum Education: Bachelor's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline or major field of study which either provided substantial knowledge useful in managing large complex Automated Information Systems (AIS) projects or is closely related to the work as described and required by the task.

035 SENIOR PROJECT MANAGER

Minimum/General Experience:

Provides top-level project management, training support, CRM/Supply Chain mgmt., software test plans, reports and documentation, application development, analysis, testing, implementation, maintenance support, technical reports & project planning.

Functional Responsibilities: Ten years of intensive and progressive experience demonstrating the required proficiency levels related to task.

Minimum Education: Bachelor's degree from an accredited college or university, which provides substantial knowledge of the information sciences.

036 SR. APPLICATIONS SYSTEMS PROGRAMMER

Minimum/General Experience:

Provides configuration management and security support, database administration to include designing & testing program logic, program documentation, and program preparation for computer operations to ensure operational integrity.

Functional Responsibilities: Ten years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific setting using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one year of experience in management and supervision.

Minimum Education: Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline.

037 SYSTEMS PROGRAMMER

Minimum/General Experience:

Responsible for the design and development of IT systems and all analytical, technical applications systems using state-of-the-art software tools, methodologies and operating systems. Provides database administration, codes, tests, debugs for hosting & supporting IT systems.

Functional Responsibilities: Seven years of increasingly complex and progressive experience in performing systems analysis, development, and implementation in a business, mathematical, engineering or scientific setting using a variety of information technology resources. Has experience with required proprietary products as described in the task order. Has knowledge of available software engineering tools, current technologies and, where required for the task, emerging technologies.

Minimum Education: Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated, and/or is a computer science, information system, a physical science, engineering or a mathematics-intensive discipline, or an applicable training certificate from an accredited training institution.

038 NETWORK SYSTEMS ADMINISTRATOR

Minimum/General Experience:

Monitors, responds to hardware, software and network problems utilizing hardware and software testing tools and techniques. Interfaces with support groups on system performance, assists with installation of terminals and associated hardware. Installs, configures and troubleshoots operating system environments, codes, test, debugs and identifies problems & resolves hardware/software/network malfunctions. Provides user training, minor hardware/software maintenance.

Functional Responsibilities: Four years of progressive experience in performing systems analysis, development, and implementation for business, mathematical, engineering or scientific settings using a variety of information technology resources. Has experience with current technologies and, emerging technologies.

Minimum Education: Bachelor's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline or major field of study which either provided substantial knowledge useful in managing large complex Automated Information Systems (AIS) projects or is closely related to the work as described and required by the task.

039 TRAINER-INTERMEDIATE

Minimum/General Experience:

Provides training, record keeping, schedule management, general office support, registration, user training, documentation and reports.

Functional Responsibilities: Four years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies.

Minimum Education: Bachelor's degree from an accredited college or university with a curriculum or major field of study, which provides substantial knowledge useful in managing business development and training projects. Or, an applicable training certificate from an accredited training institution.